



# Highwood Primary School

Mead Way, Bushey, Watford, Hertfordshire, WD23 2AW

Tel: 01923 256210 E-mail: [admin@highwood.herts.sch.uk](mailto:admin@highwood.herts.sch.uk)

Promoting Resilience, Achieving Potential

Headteacher Mrs B Rai

Friday 22<sup>nd</sup> October 2021

Dear Parents and Carers,

You will be aware from communication sent out earlier this week, that the school has had to implement measures from our Covid-19 contingency plan. This is a plan required by all Local Authority schools in the event of a surge in Covid cases.

Hertfordshire County Council will continue to monitor us for a rolling period of 28 days, with every new case reported. This means it is crucial that you inform us if your child tests positive on an LFT or PCR test. This information is vital to help the school and County decide whether measures have to be retained or relaxed to keep our school community safe and well. Over half term, please use the following email address to advise us of a positive test result: [covidcase@highwood.herts.sch.uk](mailto:covidcase@highwood.herts.sch.uk)

You will also note that currently the school's Drive-Through remains closed. The school recognises the complications this presents to the community. In order to resolve this, the school is in the process of establishing a working party with full representation from the community. The party will consist of the senior leadership team, governors, councillors and residents. We are asking for two parent representatives to join us. Please email for the attention of Mrs. Carter to [admin@highwood.herts.sch.uk](mailto:admin@highwood.herts.sch.uk) if you are interested and wish to discuss this further.

Following a rigorous recruitment process for the role of Deputy Headteacher, we are pleased to announce the appointment of Mrs Rajneet Khindey from January 2022. She is an experienced senior leader and the current Deputy Headteacher at Chater Junior School. In addition to this, she has undertaken leadership activities within other Hertfordshire schools. She has also made significant contribution towards achieving three consecutive Ofsted outstanding judgement inspections. We look forward to your welcoming Mrs Khindey and getting to know her in due course.

We would like to take this opportunity to thank Ms Green most sincerely for the leadership she has offered Highwood, particularly during the time of her Co-Headship. In addition to this, she has been of tremendous support since my own appointment. Her role has been vital as we have navigated through the recovery curriculum, managing aspects of safeguarding, and reconnecting with our families. She will continue in her position as Acting Deputy Headteacher until December, after which she will resume her role of Assistant Headteacher.



As our first half term draws to a close, there is a real sense of determination to make sure all our children are happy and succeed at Highwood.

We are underway with plans for the second half of the autumn term as we deliver the vision through our School Development Plan. Some of the coming events are the celebration assembly of Black History Month for Key Stage 2, Remembrance Assembly, Anti-Bullying Week and Parents Consultation Meetings.

We hope you are all able to enjoy the break next week. The children and school team have worked incredibly hard and are well deserving of a rest.

Take care and stay safe.

Jo Johnson, Chairperson and Bindu Rai, Headteacher

**P.S. DON'T FORGET TO PICK UP YOUR PUMPKINS AFTER SCHOOL!**